

**GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through *GSA Advantage!*, a menu-driven database system. The Internet address for *GSA Advantage!* is: <http://www.fss.gsa.gov>.

**PROFESSIONAL ENGINEERING SERVICES (PES)
FSC GROUP 87, FSC CLASS 871**

**CONTRACT NUMBER:
GS-10F-0406S**

Period Covered by Contract:
9/11/11 through five (5) years ending 9/10/16

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

**LJT & Associates, Inc. (LJT)
9881 Broken Land Parkway, Suite 400
Columbia, MD 21046
443-283-2550 (Phone) 443-283-2551 (Fax)
Contract Administration: Nancy Olyha, Contracts Manager
gsa@ljtinc.com**

Business Size: Small, Veteran Owned

CUSTOMER INFORMATION

1a. Authorized Special Item Numbers (SIN's)

LJT & Associates, Inc. (LJT) is pleased to offer pricing for electrical engineering expertise across four Special Item Numbers (SINs).

SINs

- **871-1 Strategic Planning for Technology Programs/Activity**
- **871-2 Concept Development and Requirements Analysis**
- **871-3 System Design, Engineering and Integration**
- **871-4 Test and Evaluation**

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession-affecting price. Those contracts that have unit prices based on the geographic location of the customer should show the range of the lowest price and cite the areas to which the prices apply.

Not Applicable

1c. If the contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided.

Please refer to our list of comprehensive awarded labor rates, labor categories and their respective functional descriptions provided in herein.

2. Maximum order: \$750,000

3. Minimum order: \$100.00

4. Geographic coverage (delivery area): Domestic

5. Point(s) of production (city, county, and state or foreign country):

Not Applicable.

6. Discount from list prices or statement of net price:

Not Applicable

7. Quantity/volume discounts:

\$200,000-\$400,000: 0.5% discount

\$400,001-\$600,000: 1% discount

\$600,001-\$750,000: 1.5% discount
\$750,000 and over: 2% discount

8. Prompt payment terms: None

9a. Notification that Government purchase cards are accepted below the micropurchase threshold (\$2,500)

Government purchase cards are accepted below the micropurchase threshold of \$2,500.

9b. Notification that Government purchase cards are accepted or not accepted above the micropurchase threshold (\$2,500)

Government purchase cards are accepted above the micropurchase threshold of \$2,500.

10. Foreign items (list items by country of origin): Not Applicable

11a. Time of delivery. (Contractor insert number of days.):
To Be Specified on Individual Task Orders.

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery.

To Be Specified On Individual Task Orders.

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.

Not Applicable

11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery.

Not Applicable

12. F.o.b. point(s): F.O.B. Destination

13a. Ordering address(es):

LJT & Associates, Inc., 9881 Broken Land Parkway, Suite 400, Columbia, MD 21046,
Attn: Nancy Olyha

13b. Ordering procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address(es):

LJT & Associates, Inc., 9881 Broken Land Parkway, Suite 400, Columbia, MD 21046,
Attn: Accounts Receivable

15. Warranty provision:

Not Applicable

16. Export packing charges (if applicable):

Not Applicable

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micropurchase level):

To Be Specified On Individual Task Orders.

18. Terms and conditions of rental, maintenance, and repair (if applicable):

Not Applicable

19. Terms and conditions of installation (if applicable):

To Be Specified On Individual Task Orders.

- 20a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):

Not Applicable.

- 20b. Terms and conditions for any other services (if applicable):

To Be Specified On Individual Task Orders.

21. List of service and distribution points (if applicable):

To Be Specified On Individual Task Orders.

22. List of participating dealers (if applicable):

Not Applicable

23. Preventive maintenance (if applicable): Not Applicable

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants.

Not Applicable

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at:
www.Section508.gov/.

Not Applicable

25. Data Universal Number System (DUNS) number:
DUNS: 969450097 CAGE 1B8X1

26. Notification regarding registration in Central Contractor Registration (CCR) database.

LJT is registered in the CCR database.

27. Uncompensated Overtime.

Not Applicable

OVERIEW

LJT & Associates, Inc. is a small, disadvantaged, veteran-owned business chartered in 1994. It is a diversified engineering services company headquartered in Columbia, Maryland. LJt holds a Top Secret Facility Clearance and has employees nationwide providing system engineering, sustaining engineering, launch operations support and information technology support to U.S. Navy, U.S. Air Force, DISA, NASA, IRS, NOAA and NSF.

Over the last fifteen years, LJt has continued to support wide variety of critical information technology, engineering, and software support services associated with the Department of Defense and Civilian Government Agencies. During this tenure LJt has developed an experienced team of professionals with many years of information technology, engineering, and program management experience.

	Labor Category	Description / Requirements	Hourly Rate
1	LJT-PTM	Principal Technical Manager	\$187.65
2	LJT-STM	Senior Technical Manager	\$178.27
3	LJT-TM	Technical Manager	\$131.35
4	LJT-ENG-TECH 3	Engineering Technician Level 1	\$49.67
5	LJT-TW 2	Technical Writer Level 2	\$79.75
6	LJT-TW 1	Technical Writer Level 1	\$55.31
7	LJT - PSA 3	Program Support Analyst 3	\$96.56
8	LJT - PSA 2	Program Support Analyst 2	\$59.16
9	LJT - PSA 1	Program Support Analyst 1	\$44.65
10	LJT – ME 3	Materials Engineer 3	\$129.49
11	LJT – ME 2	Materials Engineer 2	\$98.23
12	LJT – ME 1	Materials Engineer 1	\$63.62
13	LJT - E/EE 3	Electrical/Electronics Engineer 3	\$167.44
14	LJT - E/EE 2	Electrical/Electronics Engineer 2	\$140.65
15	LJT - E/EE 1	Electrical/Electronics Engineer 1	\$102.70
16	LJT – TI 3	Technical Illustrator 3	\$53.58
17	LJT – TI 2	Technical Illustrator 2	\$39.06
18	LJT – TI 1	Technical Illustrator 1	\$33.49

LABOR CATEGORY DESCRIPTIONS AND QUALIFICATIONS

(SINS 871-1, -2, -3, -4)

LJT offers the following professional engineering service categories. Typical education and experience have been provided as a guideline to staff background. Higher education may be substituted for additional years of experience and vice versa. Security clearances are available as required.

1. Principal Technical Manager (LJT-PTM)

General Experience: Must have a minimum of 12 years of progressive working experience as a technical manager in at least one of the disciplines of Technical Program/Project Management, Cost Management, Life-cycle Management or Project Administration and Contract Management involving such efforts as Engineering Programs, Scientific Studies and Analysis, Logistics Programs or Systems Acquisitions or related programs consistent with current Industry and Government practices.

Education: Must have a Bachelor's Degree or equivalent, from an accredited college or university. Advanced degree holders will require shorter periods of General Experience than holders of Bachelor Degrees. For Masters degrees, general experience required is 10 years. For Doctorate degree holders, general experience required is 8 years. Specialized experience requirements remain the same.

2. Senior Technical Manager (LJT-STM)

General Experience: Must have a minimum of 10 years of progressive working experience as a technical manager in at least one of the disciplines of Technical Program/Project Management, Cost Management, Life-cycle Management or Project Administration and Contract Management involving such efforts as Engineering Programs, Scientific Studies and Analysis, Logistics Programs or Systems Acquisitions or related programs consistent with current Industry and Government practices.

Education: Must have a Bachelor's Degree or equivalent, from an accredited college or university. Advanced degree holders will require shorter periods of General Experience than holders of Bachelor Degrees. For Masters degrees, general experience required is 8 years. For Doctorate degree holders, general experience required is 6 years. Specialized experience requirements remain the same.

3. Technical Manager (LJT-TM)

General Experience: Must have a minimum of 5 years of progressive working experience as a technical manager in at least one of the disciplines of Technical Program/Project Management, Cost Management, Life-cycle Management or Project Administration and Contract Management involving such efforts as Engineering Programs, Scientific Studies and Analysis, Logistics Programs or Systems Acquisitions or related programs consistent with current Industry and Government practices.

Education: Must have a Bachelor's Degree or equivalent, from an accredited college or university. Advanced degree holders will require shorter periods of General Experience than holders of Bachelor Degrees. For Masters degrees, general experience required is 3 years. For Doctorate degree holders, general experience required is 0 years. Specialized experience requirements remain the same. An Associate Degree with substantial experience may qualify for

this level. Associate degree with 7 years of technical management experience will qualify. Specialized experience requirements remain the same.

4. Engineering Technician Level 1 (LJT-ENG-TECH1)

General Experience: Must have a minimum of 1 year of experience as an engineer in the engineering disciplines of Civil, Electrical, Mechanical or Systems Engineering or sub-disciplines related to them including, but not limited to the following examples: Safety, Structural, Aerospace and Electronic Systems, Geoscience, Communications, Engineering Management, etc. Duties typically involve performing engineering services that may include but are not limited to the following: engineering studies and analyses; technology planning; systems architecture development; requirements development; concept development; systems design; system development and integration; test and evaluation; systems operation; construction; control of systems and components; integrated logistics support; modeling and simulation; configuration management; and systems acquisition and life-cycle management in compliance with current Industry and Government practices.

Education: Must have an Associate's Degree or equivalent, from an accredited college or university.

5. Tech Writer Level 2 (LJT-TW2)

General Experience: Must have a minimum of 3 years of progressive working experience as a technical writer. Demonstrated experience in writing documents, including technical documents in compliance with current Commercial and Government practices.

Education: Typically will have a High School Diploma or higher. An Associate with 1 year of experience will qualify for this level.

6. Tech Writer Level 1 (LJT-TW1)

General Experience: Must have a minimum of 1 year of progressive working experience as a technical writer. Demonstrated experience in writing documents, including technical documents in compliance with current Industry and Government practices.

Education: Must have a High School Diploma or higher.

7. Program Support Analyst 3 (LJT – PSA 3)

General Experience: This individual must have:

- Minimum of a six years experience.
- Demonstrate the ability to use Microsoft Office Word and Excel.
- Ability, under general supervision, to organize rough manuscripts into final technical manuals, reports, or proposal formats.

8. Program Support Analyst 2 (LJT – PSA 2)

General Experience: This individual must have:

- Minimum of a four years experience.
- Demonstrate the ability to use Microsoft Office Word and Excel.
- Ability, under general supervision, to organize rough manuscripts into final technical manuals, reports, or proposal formats.
- Ability to maintain controls and files on all documents .

9. Program Support Analyst 1 (LJT – PSA 1)

General Experience: This individual must have:

- Minimum of a High School diploma
- Demonstrate the ability to use Microsoft Office Word and Excel.
- Ability, under general supervision, to organize rough manuscripts into final technical manuals, reports, or proposal formats.
- Ability to maintain controls and files on all documents .

10. Materials Engineer 3 (LJT – ME 3)

General Experience: This individual must have:

- A minimum of a Bachelors Degree in Engineering or Materials Science.
- Six years experience in R&D or similar experience which required the application of materials science to a broad range of materials and products.
- Education: Advanced degrees may be substituted for a maximum of two years experience.

11. Materials Engineer 2 (LJT – ME 2)

General Experience: This individual must have:

- A minimum of a Bachelors Degree in Engineering or Materials Science.
- Four years experience in R&D or similar experience which required the application of materials science to a broad range of materials and products.
- Education: Advanced degrees may be substituted for a maximum of two years experience.

12. Materials Engineer 1 (LJT – ME 1)

General Experience: This individual must have:

- A minimum of a Bachelors Degree in Engineering or Materials Science.
- Two years experience in R&D or similar experience which required the application of materials science to a broad range of materials and products.
- Education: Advanced degrees may be substituted for a maximum of two years experience. 4

13. Electrical/Electronics Engineer 3 (LJT - E/EE 3)

General Experience: This individual must have:

- A minimum of a Bachelors Degree in Electrical/Electronic Engineering.
- Six years experience in design of electronic systems, access control systems, intrusion detection systems, or closed circuit television systems.
- Experience in instrumentation and data logging.
- Experience in signal processing and data reduction.
- Education: Advanced degrees may be substituted for a maximum of two years experience.

14. Electrical/Electronics Engineer 2 (LJT - E/EE 2)

General Experience: This individual must have:

- A minimum of a Bachelors Degree in Electrical/Electronic Engineering.
- Four years experience in design of electronic systems, access control systems, intrusion detection systems, or closed circuit television systems.
- Experience in instrumentation and data logging.
- Education: Advanced degrees may be substituted for a maximum of two years experience.

15. Electrical/Electronics Engineer 1 (LJT - E/EE 1)

General Experience: This individual must have:

- A minimum of a Bachelors Degree in Electrical/Electronic Engineering.
- Two years experience in design of electronic systems, access control systems, intrusion detection systems, and closed circuit television systems.
- Experience in instrumentation and data logging.
- Education: Advanced degrees may be substituted for a maximum of two years experience.

16. Technical Illustrator 3 (LJT – TI 3)

General Experience: This individual must have:

- A minimum of five years experience or a combination of formal training and experience in technical illustration totaling five years.
- A familiarity with schematics, drawings for technical reports, all methods of visual communication and artist concepts.
- Ability to translate rough sketches into presentable form and graphic presentation.

17. Technical Illustrator 2 (LJT – TI 2)

General Experience: This individual must have:

- A minimum of three years experience or a combination of formal training and experience in technical illustration totaling five years.
- A familiarity with schematics, drawings for technical reports, all methods of visual communication and artist concepts.
- Ability to translate rough sketches into presentable form and graphic presentation.

18. Technical Illustrator 1 (LJT – TI 1)

General Experience: This individual must have:

- A minimum of one year experience or a combination of formal training and experience in technical illustration totaling five years.
- A familiarity with schematics, drawings for technical reports, all methods of visual communication and artist concepts.